

# SIGMA PHI EPSILON GRAND CHAPTER CONCLAVE LEGISLATION

Conclave is the opportunity for our fraternity to create and modify national Bylaws and policies. Through a legislative process a delegate from each chapter, district governors and the National Board of Directors determine the future of the Fraternity.

All chartered chapters and SECs of Sigma Phi Epsilon that are in good standing have one vote. Other parties with voting rights include members of the National Board of Directors and the twenty-six district governors. SigEp is unlike any other national fraternity, in that it is truly an undergraduate lead Fraternity.

## **FAQs**

### **What is legislation and why is it important to submit it?**

Legislation is how we govern our Fraternity. Just like a local chapter votes on its local bylaws, the Grand Chapter must decide how to govern our chapters. Since the first conclave in 1903, each chapter has had a vote in the activities of the Grand Chapter. Order is assured with everything being submitted in writing as a resolution and a proper review by a committee of delegates, then finally, each delegate has the opportunity to vote.

### **How do I submit legislation?**

Legislative proposals should be in the attached form and submitted to the national Fraternity's Chief Executive Officer, Brian Warren ([ceo@sigep.net](mailto:ceo@sigep.net)). If the legislation is not clear, the sponsor will be contacted to make any edits. Please include the summer contact information for the person(s) submitting the legislation.

### **What is the deadline for legislation?**

Legislation should be submitted by July 21, 2017, so that it can be assigned to a committee for review before arriving in Orlando. To be considered at the 55th Grand Chapter Conclave, all legislation must be submitted to the Legislative Manager the end of the first legislative session on Thursday, August 3, so that the resolution can receive full consideration by committees and the legislative body.

### **In what format should the legislation be written?**

Please refer to instructions on the backside of this page for a general format.

### **What are some examples of past legislation?**

Past legislation has had major changes in Sigma Phi Epsilon and gave us our reputation as a Fraternity of firsts. It was legislation that abolished membership restrictions in 1959. It was legislation that created the National Board of Directors and established the Grand Chapter Bylaws. Any changes or modifications to the Ritual are also done by legislation.

### **Who can I contact if I have questions regarding the legislative process?**

Please send all questions regarding the legislative process to [events@sigep.net](mailto:events@sigep.net). A member of the Headquarters staff will respond to all inquiries.

### **What happens once I submit legislation?**

As Legislative Manager, Gene Schurg will assign the proposed legislation a number and a committee for review. Prior to Conclave, all resolutions submitted will be posted online so that delegates can discuss them with their local chapters. After the committee has reviewed the resolution, they report it to the general voting body with a recommendation during legislative sessions. Recommendations will range from immediate adoption to modifying the original submission to not recommending to vote. The work of conclave is done in committee. The person submitting a resolution is encouraged to attend the committee meeting reviewing his resolution.

To create a Resolution, complete the shaded portions (utilizing the format directed) in the template below.

The “WHEREAS” statements should reflect the current state of fraternity policy and why we should change the policy. The “RESOLVED” statements are the desired action if the motion is adopted. Only the “RESOLVED” will become the permanent record of the fraternity and should reflect all proposed policy or bylaws amendments.

**TEMPLATE EXAMPLE**

**Resolution #:** \_\_\_\_\_

**WHEREAS**

**Sigma Phi Epsilon** *text for the first whereas statement keeping in mind that the entire resolution should read as one very long sentence; and*

**WHEREAS**

*the next line begins with lower case and each whereas ends with a semicolon and the word and; and*

**WHEREAS**

*each section leads to the next section until the final* **whereas; therefore be it**

**RESOLVED**

*that the following actions for each resolved section; and be it*

**RESOLVED**

*be followed by the next section; and be it*

**FURTHER RESOLVED**

*and the final resolved ends in a period.*

Committee:                   TBD  
Committee Recommends:   TBD  
Grand Chapter Action:     TBD

\_\_\_\_\_, Chairman, *(committee)*  
55th Grand Chapter Conclave – Orlando, Florida – August 2 – 6, 2017